

## ***MEMORANDUM***

To: Ed Massey, Boone County Schools Board of Education Chairman

Cc: Dr. Randy Poe, Superintendent

From: Mike Ford, Director of Pupil Personnel

Date: September 5, 2017

Re: **Instructional Time Adjustment for Goodridge Elementary School for the 2017-2018 School Year**

After consultation with the Administration at Goodridge Elementary School, I am requesting approval for the adjustment to the 2017-2018 daily instructional time at Goodridge Elementary School for the reasons as outlined in the attached letter from Ms. Patrick. Currently, Goodridge Elementary School starts at 8:55 am, and the request is to start school at 8:45 am thus increasing the school day by 10 minutes.

Increasing the instructional day at Goodridge Elementary School will allow for more instructional time to be provided to the students during the school day. However, Goodridge Elementary School will continue to be governed by the 2017-2018 School Year Calendar adopted by the Board of Education.